

United States Department of the Interior

BUREAU OF LAND MANAGEMENT

Montana State Office

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In Reply To:

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February 9, 2006

EMAIL TRANSMISSION - 2/10/06

Information Bulletin No. MT-2006-030

To: State Management Team

From: Deputy State Director, Division of Resources

Subject: Right-of-Way Workshop

DD: 2/24/06

The Montana/Dakota's BLM will hold a right-of-way (ROW) workshop on March 21-23, 2006, in Billings, at the Montana State Office (MSO) in the main conference room (sides A and B). The workshop will start at 8:00 a.m. on Tuesday, March 21, and conclude at 4:30 p.m. on Thursday March 23, allowing Monday and Friday for travel days. The primary objective for holding the workshop is in support of the Energy Policy Act and implementation of the new ROW regulations. The first 2 days will focus on providing updated technical training for staff specialists working on ROWs, addressing processing issues that are impeding our ability to respond to our customers' needs in a consistent and timely manner, and sharing ideas for ways to streamline the process without sacrificing the administrative record and NEPA analysis. The third day is devoted to other lands and realty actions and issues. A draft agenda for the workshop is attached. All managers, realty specialists, and other staff involved in processing ROWs are encouraged to attend.

Please confirm with Craig Haynes by February 24, 2006, if you will participate in the workshop so that a notebook and materials are available for each participant. Also, please submit any questions and/or examples of specific situations, problems, issues, etc., pertaining to ROW processing and implementation of the new regulations you have by February 24, 2006, so that they can be used for discussion.

As a reminder, travel and per diem should be covered by your home office and each attendee should make their own lodging arrangements. There are several motels within walking distance of the MSO; contact Craig if you need a list of them.

You may contact Craig at 406-896-5040 if you have any questions or need further information about the conference.

Signed by: Randy D. Heuscher, Acting DSD, Division of Resources

Authenticated by: Kathy Iszler, Staff Assistant (MT-924)

1 Attachment

1-Draft Agenda (3 pp)

Distribution w/Attm.

AFM, Havre Field Station - 1

AFM, Glasgow Field Station - 1

MONTANA/DAKOTA'S ROW WORKSHOP
SUPPORTING THE ENERGY POLICY ACT
Montana State Office, Billings, MT
March 21–23, 2006

Tuesday, March 21, 2006

8:00 AM – 8:15 AM	Welcome, Objectives Housekeeping	Craig Haynes
8:15 AM – 8:30 AM	State Director's Perspective	Howard Lemm
8:30 AM – 9:30 AM	Who's Here, Expectations Workshop Agenda	Haynes
9:30 AM – 9:50 AM	BREAK	
9:50 AM – 11:30 AM	National Level Updates - National Energy Policy Initiatives and Energy Policy Act 2005; BLM's Role and Impact on Lands Program - Regulations (new, amendments, updates) - GAO Audits - NTC Courses, Lands Academy - Budgets	Rick Stamm
11:30 AM – 12:30 PM	LUNCH	
12:30 PM – 2:00 PM	ROW Processing - Pre-Application Meetings - Application Filing and Contents - Cost Recovery - 5101, 5102 and 5103 Accounts - Customer Service (29-day letter) - Bonding	Scott Forssell Haynes Stamm
2:00 PM – 2:20 PM	BREAK	
2:20 PM – 4:20 PM	O&G-Related ROW Actions	Jim Albano Will Lambert Haynes
4:20 PM - 4:30 PM	Day's Wrap-Up and Adjourn	

Wednesday, March 22, 2006

8:00 AM – 8:10 AM	Welcome Back, News	Haynes
8:10 AM – 9:40 AM	ROW Processing & NEPA - Proposed Action Descriptions - Stipulations - WO IM No. 2005-247 (new CX)	John Thompson Haynes Forssell
9:40 AM– 10:00 AM	BREAK	
10:00 AM– 11:30 AM	ROW Processing & the Administrative Record - Decision Records/FONSI - Offer Letters - Issue Decisions - FOIA, Records Management, Emails	Dee Baxter Haynes Debbie DeBock
11:30 AM – 12:30 PM	LUNCH	
12:30 PM – 2:00 PM	ROW Processing and Rent Billings - Collections, Receipts - LRAM/CBS - Rent Billings and Collections - Receipts for LU Lands	Barb Hunter Dalice Landers Bill Volk
2:00 PM – 2:20 PM	BREAK	
2:20 PM – 4:15 PM	ROW and Post Grant Actions - Compliance and Monitoring - Documentation - LR2000/MIS - PEs - Records Notations	Haynes Baxter Pam Dandrea DeBock
4:15 PM – 4:30 PM	Day's Wrap-Up and Adjourn	

Thursday, March 23, 2006

8:00 AM – 8:10 AM	Welcome Back, News	Haynes
8:10 AM – 9:40 AM	ROW – Other Actions - Assignments, Renewals, Etc. - Wind Energy Projects	Scott Powers
9:40 AM – 10:00 AM	BREAK	
10:00 AM – 11:30 AM	Land Use Plans - Corridors Film Permits – Rent and Expenditure of Funds Communication Sites - Plans - Rent and Expenditure of Funds	
11:30 AM – 12:30 PM	LUNCH	
12:30 PM – 2:00 PM	Land Tenure Adjustments - National Land Exchange Team (NLET) - Handbook Update - Montana Exchange Policy	Rex Wells Haynes
2:00 PM – 2:20 PM	BREAK	
2:20 PM – 3:00 PM	FLTFA (BACA) Accounts State Agreement Disclaimer of Interest/RS2477	Baxter
3:00 PM – 3:15 PM	LWCF	Haynes
3:15 PM – 3:45 PM	Appraisals – ASD, ARRTS Requests - Costs	Haynes Kim. Klostermeier
3:45 PM – 4:05 PM	Cadastral Survey Issues	Steve Schey
4:05 PM – 4:15 PM	MT Budgets and Staffing	
4:15 PM - 4:30 PM	Day's Wrap-Up and Adjourn	